



# Cleveland Elementary School

OFFICE OF THE PRINCIPAL  
115 STADIUM DRIVE  
CLEVELAND, ALABAMA 35049

RECEIVED & INSPECTED

NOV 17 2004

FCC - MAILROOM

DR. DAVID BRADFORD  
PRINCIPAL

DOCKET FILE COPY ORIGINAL

TEL. (205) 274-2223  
FAX (205) 274-2224

November 10, 2004

Federal Communications Commission  
Office of the Secretary  
445 - 12<sup>th</sup> Street SW  
Washington, DC 20554

CC Docket No 02-6  
"Request for Waiver"

Dear Sir or Madam:

The purpose of this correspondence is to appeal the decision of the Universal Service Administrative Company: Schools and Library Division (USAC) as indicated on the enclosed Form 472 (BEAR) Notification Letter, dated October 29, 2004. We are appealing on behalf of Cleveland Elementary School; 115 Stadium Drive; Cleveland, AL 35049-3694. The appeal may be discussed with either the principal, Dr. David Bradford or the E-RATE coordinator, Mrs. Annette Protz via telephone at (205) 274-2223. The school FAX number is (205) 274-2224. E-Mail addresses for these two individuals are [jbradford@blountcountyschools.net](mailto:jbradford@blountcountyschools.net) and [amurphree@blountcountyschools.net](mailto:amurphree@blountcountyschools.net) respectively. Telephone is the preferred method of communication.

The Billed Entity Name is Cleveland Elementary School. The Billed Entity Applicant Number is 0000221172.

We are appealing the decision of USAC that the total amount of reimbursement approved for payment (for July 1, 2003-June 30, 2004) is \$ 170.92 although the eligible amount should be \$ 1,988.26. In telephone correspondence on November 10, 2004 with USAC service representative, Mr. Daniel Boswell (reference # 21-164931), Dr. David Bradford was advised that the reduced funding amount was a result of a 120-day window for filing Form 486. We were aware of the 120-day window and perceived that we were in compliance as we filed the form within 120 days of receiving those services. Mr. Boswell indicated that the Form was to be completed within 120 days of the initial date of service as opposed to our understanding that it was to be filed within 120 days of receiving those services (past tense).

One might reasonably ask, "Why didn't you follow the same procedure as the preceding year?" This would be an excellent point except that the USAC had denied our request from the preceding year based upon the previous principal (currently the school system's assistant superintendent) submitting one of the required forms one (1) day late! If the USAC decision stands, the penalty for his filing the form one (1) day late appears to have cost our school not only reimbursement for eligible expenses during 2002-2003 but also 2003-2004. This consequence certainly is neither warranted nor just.

Thank you for your consideration of our request for a "one-time" waiver regarding the 120-day window for filing Form 486. If additional information is desired regarding this matter, please advise.

Sincerely,

David Bradford, Ed.D.  
Principal  
Cleveland Elementary School

Annette Protz  
E-RATE Coordinator  
Cleveland Elementary School

enclosures

No. of Copies rec'd 2  
List ABCDE



Universal Service Administrative Company  
Schools & Libraries Division

Form 472 (BEAR Form) Notification Letter

October 29, 2004

21-164931

Otelco Telephone LLC  
Mike Weaver  
505 3 Av E  
Oneonta, AL 35121

Re: Form 472 Invoice Number: 504898  
Service Provider Identification Number: 143001556  
Applicant Form 472 Identifier: 2003FORM472  
Billed Entity Number: 221172

CLEVELAND ELEMENTARY SCHOOL  
ANNETTE PROTZ  
115 STADIUM DRIVE  
CLEVELAND, AL 35049

Preferred Mode of Contact: Phone at (205) 274-2223  
Total Amount of Reimbursement Approved for Payment: \$170.92

This letter is to notify you that the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) has received and accepted a Form 472 from the above named applicant listing you as the service provider. The SLD has committed to reimburse the discounted portion of the cost of eligible services provided to eligible entities pursuant to one or more Forms 471. As stated in the Form 486 Notification Letter sent to you previously, the applicant has filed a Form 486 advising the SLD that service delivery has begun. The applicant has completed this Form 472 with your assistance, seeking reimbursement of the discounted portion of bills already paid in full to you since the effective date of the discount.

The SLD has processed the Form 472. Pursuant to the Service Provider Acknowledgment page of the Form 472 which you signed, you must remit to the applicant the amount shown as "Total Amount of Reimbursement Approved for Payment" above, no later than 10 calendar days after receipt of payment of the approved discounts from USAC. You also agreed not to tender or make use of the payment of the approved discounts issued by USAC to you prior to remitting the discount to the applicant.

The USAC check should be mailed to the service provider named above within 20 calendar days of the date of this letter.

To reimburse the "Total Amount of Reimbursement Approved for Payment," to the applicant, the service provider may (1) issue a check or (2) issue a credit to the applicant. The decision as to which form the reimbursement should take should be a mutual one between the service provider and the applicant.

The maximum remaining amount available for each Funding Request Number (FRN) listed on the synopsis on the following page(s) will be the original commitment less the amount approved herein for reimbursement and less any earlier disbursements to the applicant.

PLEASE NOTE: Beginning with Funding Year 2000 (07/01/2000 - 06/30/2001), if the first payment request processed for an FRN is on a Form 472, all subsequent payment requests for that FRN must be made on a Form 472; a Form 474 (Service Provider Invoice Form) for that FRN will not be accepted.

**EXPLANATION OF INFORMATION PROVIDED IN THIS FORM 472 (BEAR FORM) NOTIFICATION LETTER**

To help understand the Form 472 Notification Letter Applicant Reimbursement Synopsis the following definitions are provided.

**Funding Request Number (ERN):** A Funding Request Number is assigned by the SLD to each Block 5 of a Form 471 once an application has been processed. This number is used to report to applicants and service providers the status of individual discount funding requests submitted on a Form 471.

**471 Application Number:** A unique identifier assigned to a Form 471 by the SLD, from page 1 of the Form 471.

**Funding Year:** The funding year for which discounts have been approved. Funding years begin on July 1 and end on the following June 30. Funding years are designated by the calendar year in which they begin.

**Contract Number:** The contract or agreement number as identified in Block 5, Item 15 of the Form 471.

**Funding Commitment Decision:** This represents the TOTAL amount of funding that the SLD has reserved to reimburse the cost of the discounts for this service for the specified funding year.

**Reimbursement Amount for this ERN:** This is the amount of reimbursement to the applicant that has been approved for this ERN on this Form 472.

**Reimbursement Request Decision Explanation (SHOWN ONLY IF RELEVANT):** This is the reason(s) that a Reimbursement Request was reduced or rejected.

Schools and Libraries Division  
Universal Service Administrative Company  
CC: CLEVELAND ELEMENTARY SCHOOL

FORM 472 NOTIFICATION LETTER APPLICANT REIMBURSEMENT SYNOPSIS

Funding Request Number: 983976  
471 Application Number: 362832  
Funding Year : 07/01/2003 - 06/30/2004  
Contract Number: T  
Funding Commitment Decision: \$129.23  
Reimbursement Amount for this FRN: \$129.23  
Reimbursement Request Decision Explanation:  
Partial Payment, Inv > \$ Remaining due to 486;

---

Funding Request Number: 984007  
471 Application Number: 362832  
Funding Year : 07/01/2003 - 06/30/2004  
Contract Number: T  
Funding Commitment Decision: \$41.69  
Reimbursement Amount for this FRN: \$41.69  
Reimbursement Request Decision Explanation:  
Partial Payment, Inv > \$ Remaining due to 486;

---

# USAC

Schools and Libraries Division  
Box 125 - Correspondence Unit  
80 South Jefferson Road  
Whippany, New Jersey 07981

## TIME SENSITIVE MATERIAL

00314  
CLEVELAND ELEMENTARY SCHOOL  
ANNETTE PROTZ  
115 STADIUM DRIVE  
CLEVELAND, AL 35049



DO NOT WRITE IN THIS SPACE

Approved by OMB

5010 - 0000

# Universal Service for Schools and Libraries

Estimated Average Budget Hours Per Response: 1.5 hours  
(To be completed by schools, libraries, or consortia.)

## DATA TO ENTER APPLICANT INFORMATION

The information on this form is required to be submitted to the Federal Communications Commission.

This is a required form for all schools, libraries, and consortia.

For more information, please visit the Universal Service for Schools and Libraries website.

The information on this form is required to be submitted to the Federal Communications Commission.

This is a required form for all schools, libraries, and consortia.

The information on this form is required to be submitted to the Federal Communications Commission.

This is a required form for all schools, libraries, and consortia.

The information on this form is required to be submitted to the Federal Communications Commission.

This is a required form for all schools, libraries, and consortia.

The information on this form is required to be submitted to the Federal Communications Commission.

This is a required form for all schools, libraries, and consortia.

The information on this form is required to be submitted to the Federal Communications Commission.

This is a required form for all schools, libraries, and consortia.

The information on this form is required to be submitted to the Federal Communications Commission.



**20-7687**

**BLOCK 1: LINE ITEM SELECTION**

[illegible]

## BILLED ENTITY APPLICANT RENEWAL INFORMATION FORM

**Entity Applicant Name** **Canceled Bank**

439 **Entity Applicant Number** 0000221172

**Contact Person Name:** Arthur [redacted]

Contact Telephone Number 204-774-2223

**WINTERHILL, NORTH CAROLINA 27572**

SECRET

any part of a collection of the Library of Congress, or of records of those offices transferred on the date the records are received by the Library.

[illegible]

5. The amount awarded under Section 110 of the Public Health Service Act by the health provider and paid by the State shall remain in the State's general fund.

C. The original contract between Plaintiff and Defendant (the "Contract") is hereby acknowledged and approved by the undersigned.

D. I recognize that I may be a minor participant in this project, and I understand that my participation is voluntary. I understand that I may stop participating at any time without penalty or loss of benefits to which I am entitled.

100

18. Printed name of authorized person: \_\_\_\_\_

**Dr. D. D. D. D.**

12. The LOCATION OF SUBJECT is San Francisco, California

**Prison**

# THE JOURNAL OF THE AMERICAN MEDICAL ASSOCIATION

Model of the power: (1982)

115 S. Main St., Chicago, Ill.



[illegible]



**Universal Service Administrative Company**  
Schools & Libraries Division

**FORM 471 RECEIPT ACKNOWLEDGMENT LETTER**  
(Funding Year 2003: 07/01/2003 - 06/30/2004)

March 7, 2003

CLEVELAND ELEMENTARY SCHOOL  
ANNETTE PROTZ  
115 STADIUM DRIVE  
CLEVELAND, AL 35049-3694

Re: Form 471 Application Number: 362832  
Funding Year 2003: 07/01/2003 - 06/30/2004  
Applicant's Form Identifier: FORM4710304  
Billed Entity Number: 221172

NOTICE: This notification is an acknowledgment of RECEIPT and SUCCESSFUL DATA ENTRY of your FCC Form 471, Services Ordered and Certification Form, reflecting \$2,563.92 in total program year pre-discount costs for services. This letter confirms that the Form 471 and signed or electronically certified Form 471 Certification have been received.

NOTE: Item 25 on the Form 471 is a certification that you have secured access to the resources necessary to pay for (1) the non-discounted portion of the costs for eligible services within the funding year as well as (2) the ineligible products and services to make effective use of the eligible services you have requested. "Secured access" means that you can show that these funds are, or will be, part of your annual budget; or, if you are obtaining the funds from an outside source, that these funds have been promised to you. IF YOU OBTAIN THESE FUNDS FROM AN OUTSIDE SOURCE, THE FUNDS MUST NOT COME DIRECTLY OR INDIRECTLY FROM YOUR SERVICE PROVIDER(S). YOUR SERVICE PROVIDER(S) MAY NOT WAIVE THE NON-DISCOUNTED PORTION OF THE COSTS.

This letter does NOT contain any decisions concerning your requests for discounts. Note, however, the three-week response deadline described below.

Please keep this letter for your records. The Form 471 Application Number cited above is critical for you to link your application to future Schools and Libraries Division (SLD) communications.

Please be advised that the last of your Form 471 application materials identified above was postmarked or received by the SLD on 01/31/2003 and successfully entered into our data system. SLD's Program Integrity Assurance (PIA) Team will now review your application for compliance with program rules. Once the review of your application has been completed, you will receive one or more Funding Commitment Decision Letters (FCDL) to inform you of the disposition of your application. Until you receive an FCDL from the SLD, you cannot assume that you will receive the discounts for which you are applying.

Your application will be considered within the Form 471 application filing window wherein all applications that meet the Minimum Processing Standards are treated as though they were received on the same day.

HOW TO USE THIS 471 RECEIPT ACKNOWLEDGMENT LETTER (RAL) TO CORRECT INFORMATION ON YOUR FORM 471 (ACT WITHIN 3 WEEKS!)

If you find data entry errors on this letter, or you previously identified errors on your Form 471, these can be corrected using this Form 471 RAL. Examples of the errors

that can be corrected are:

**CORRECTIONS TO BLOCK 1 INFORMATION:** You may correct Block 1 items such as the applicant's e-mail address, contact person's name, street address, etc.

**REDUCTIONS TO BLOCK 5 FUNDING REQUESTS:** You may request reductions to Block 5 Funding Requests except for those that would increase your discount percentage due to a change in recipients of that Block 5 service. You may wish to reduce requests if you:

- will not be able to make use of services for which you requested Funding Year 2003 discounts, or
- based your Funding Year 2003 funding request(s) for tariffed or month-to-month service on a projected rate increase that is now known to be much smaller than expected.

**CANCELLATIONS OF BLOCK 5 FUNDING REQUESTS:** You may wish to request to cancel Block 5 Funding Requests if you:

- duplicated pending requests in Forms 471 where you had not received an FCDL before the close of the Form 471 application filing window, or
- will not be able to make use of services for which you requested Funding Year 2003 discounts.

The SLD encourages applicants who know that they will not use all of the amounts requested to notify the SLD of an appropriate reduction to or cancellation of these Funding Requests. This action would allow the SLD to distribute the amounts that are available for the funding year more effectively.

**CORRECTION OF AN INCORRECT SPIN (Service Provider Identification Number):**

Corrective SPIN Changes are allowed. These include corrections because

- there was a data entry error, or
- the company has merged with or been acquired by another company.

Requests to change service providers for other reasons cannot be accommodated through the RAL Correction Process.

**UNBUNDLING AN FRN:** You may request to "split" or "unbundle" incorrectly combined FRNs with two or more services from different service providers (for example, local phone service from one company and long distance service from another), or from different eligible service categories (such as Internal Connections and Internet Access).

NOTE: The total dollar amount represented by the newly divided FRNs must not exceed the amount you requested for the original combined FRN. On the photocopy of your RAL, cross out the original bundled FRN, then write in the SPIN, Service Provider Name, Services Ordered category, Total Program Year Pre-Discount dollar Amount, and Discount for each distinct service you have now "unbundled," making sure that the total dollars requested add up to no more than the ORIGINAL request.

To notify us of the allowable corrections you wish to make, please note that the SLD must receive these corrections within three weeks of the date of this letter. Follow these simple steps to make corrections:

1. Photocopy your RAL.
2. Draw a line through each incorrect item, and mark clearly next to it what the correct information should be.
3. Please write the name of the contact person and the contact person's e-mail address, fax number, or telephone number on the first page of the RAL copy that will be sent to the SLD so that we can contact you if we have questions about your requested changes.
4. Make a photocopy of your marked-up letter to keep for your files.
5. Send your marked-up letter to arrive within three weeks of the date of this RAL. Corrections may also be filed electronically, either by e-mail or by fax. Requests submitted by e-mail or fax will be considered filed on a business day if they are received at the SLD at any time up to 12:00 a.m. (midnight) ET. Requests received after that time will be considered received on the next business day.

Send your marked-up letter by US Postal Service or other carrier to:

Data Entry Corrections  
Schools and Libraries Division  
Box 125 - Correspondence Unit  
80 South Jefferson Road  
Whippany, NJ 07981

Send your marked-up letter by e-mail to:

sldcorrespondenceunit@sl.universalservice.org.

To be filed by e-mail, your marked-up letter should be scanned (TIF file format is preferred). Total file size of the e-mail message must be limited to less than 10 Megabytes. The SLD will automatically reply to incoming e-mails to confirm receipt.

Send your marked-up letter by fax to:

(973) 599-6526

6. Allowable corrections received in a timely fashion will be reflected in your FCDL. We will not make corrections that do not fall into the categories defined as allowable corrections above. Please note that, except for the automated e-mail response, the SLD will not advise you that we have received your "change request."
7. Please notify your service provider of any corrections to the RAL that you submit to the SLD. Your service provider has also received a copy of the original RAL letter. This correction will help your service provider keep your records updated.

#### EXPLANATION OF LINE ITEM INFORMATION

Certain information from each Block 5 of Form 471 Application Number 362832 that passed Minimum Processing Standards and that could be entered into our data system is shown below. There are six important components of information shown for each Block 5:

1. FRN (Funding Request Number): The unique number assigned by the SLD to each Block 5 of your Form 471 once an application has been processed. This number is used to report to applicants and service providers the status of individual discount funding requests submitted on a Form 471.
2. SPIN (Service Provider Identification Number): The unique number assigned by USAC to the service provider you identified as providing the service included in this FRN.
3. Service Provider Name: The name of the service provider that you identified as providing the service included in this FRN.
4. Category of Service: The type of service for which you have requested discounts in each Block 5 funding request. The categories of services are: Telecommunications Services (Telc Svc); Internet Access (Inet Acc); Internal Connections (Intr Con).
5. Pre-discount Dollar Amount: The total annual pre-discount cost for each FRN. This amount is taken from Block 5, Item 23I.
6. Discount Percentage: The discount percentage from Block 5, Item 23J.

If you would like to view additional funding request data, click the "Data Requests" button on the SLD web site at [www.sl.universalservice.org](http://www.sl.universalservice.org) and follow the instructions provided. If you would like to view your entire Form 471 application, click the "Display" button in the Apply Online & View Forms area of the SLD web site and enter your Form 471 Application Number and Security Code.

#### MISSING FRNs

If information about a particular FRN is not included in the itemized list of Block 5 FRNs set forth above, this is because the FRN did not pass Minimum Processing Standards. If this is the case, you will receive a separate letter from the SLD informing you that these FRNs have been rejected, with an explanation of the reason for rejection. If you believe that there were FRNs included in your Form 471 that are not listed in this letter AND you do not receive a letter informing you that those FRNs are rejected, please write to us at the address listed at the bottom of this letter. See also "QUESTIONS ABOUT THIS LETTER" below.

Please note that the SLD Client Service Bureau may not have the information necessary to respond to your inquiry; therefore, your letter should be sent to the New Jersey address featured below.

#### FUTURE CONTACTS WITH PIA

It may be important for us to contact you as our PIA (Program Integrity Assurance) Team reviews the funding requests contained in your Form 471. Our requests for clarification and/or additional documentation will require a prompt response. The due date for such responses will be established at the time that the PIA Team contacts you. Please make sure that the contact person on your application is available to speak with the PIA Team, or that a surrogate is available. In addition, you should monitor on a daily basis the fax and e-mail locations that you may have cited in your Form 471 for the applicant and for the contact person for the applicant.

#### MUNICATIONS WITH YOUR SERVICE PROVIDERS

The SLD is also sharing this FRN information with service providers whose SPINs are listed on Form 471 applications. This information is provided so that service providers can undertake the preparatory steps of identifying their potential customers for whom discounts may be issued. NO DISCOUNTS will be provided until after:

- the SLD issues the Funding Commitment Decision Letter for a particular application; AND
- technology plans, if applicable, have been approved; AND
- the applicant submits a Form 486 with a valid service start date.

The SLD encourages Form 471 applicants to contact their service providers to inform the service providers of the funding requests submitted to the SLD. Service providers may request additional information concerning the specific services contained within each funding request in order to facilitate discounted billing. Applicants are encouraged to share this information with service providers in order for the service providers to begin the preparatory billing steps.

#### QUESTIONS ABOUT THIS LETTER

If you have any questions regarding the above information, please write to us at:

SLD  
Box 125-Correspondence Unit  
80 South Jefferson Road  
Whippany, NJ 07981

Schools and Libraries Division  
Universal Service Administrative Company



FN: 983976  
SPIN: 143001556 Service Provider Name: Otelco Telephone LLC  
Category of Services: Telc Svc(s)  
Pre-discount Dollar Amount: \$1,938.48  
Discount Percentage: 80%

---

FRN: 984007  
SPIN: 143001556 Service Provider Name: Otelco Telephone LLC  
Category of Services: Telc Svc(s)  
Pre-discount Dollar Amount: \$625.44  
Discount Percentage: 80%

---

# USAC

Schools and Libraries Division  
Box 125 Correspondence Unit  
80 South Jefferson Road  
Whippany, New Jersey 07981

## TIME SENSITIVE MATERIAL

05533  
CLEVELAND ELEMENTARY SCHOOL  
ANNETTE PROTZ  
115 STADIUM DRIVE  
CLEVELAND, AL 35049-3694

